

No. 5/1/2025 EO(MM-II)
Government of India
Ministry of Personnel, P.G. and Pensions
Department of Personnel and Training
(Office of the Establishment Officer)

North Block, New Delhi
Dated 16.04.2025

To,

1. The Chief Secretaries,
All State Governments.
2. All Secretaries,
Ministries/Departments of Government of India.

Subject: Filling up the post of Deputy Secretary(DS/Director level) in All India Institute of Medical Sciences(AIIMS), New Delhi under M/o Health and Family Welfare on deputation basis.

Sir/Madam,


This is regarding filling up the post of Deputy Secretary(DS/Director level) in All India Institute of Medical Sciences(AIIMS), New Delhi under the M/o Health & Family Welfare on deputation basis.

2. Officers of the rank of Deputy Secretary/Director level from the All India Services or any Organized Group 'A' Services of the Government of India (participating under Central Staffing Scheme) eligible for appointment at Deputy Secretary/Director level under the Central Staffing Scheme are eligible for this post. The period of deputation would be 4/5 years at Deputy Secretary/Director level.

3. The above post may be circulated amongst officers eligible to be appointed as Deputy Secretary/ Director in the Government of India under Central Staffing Scheme on priority basis. Names of willing and eligible officers who can be spared by the State Governments/Ministries/ Departments may be forwarded/emailed (dir.mm@nic.in) to the Department alongwith **Cadre clearance, Vigilance clearance, detailed bio-data in the enclosed proforma and APAR Dossiers of last five years**. For officers working in the cadre, it may also be ensured that the 'Cooling off' after a previous stint on deputation, if any, is completed and the officer is eligible to be appointed on Central Deputation as per instructions. Applications of all such eligible officers who are already working under the Central staffing Scheme/Non-CSS posts of GOI, are required to be forwarded by their administrative Ministry/Department with the approval of their respective Minister-in-Charge.


4. The above post is a Non Central Staffing Scheme post and to be filled through the Civil Services Board(CSB) procedure. It may be noted that no 'Mandatory Posting Certificate' for allotment/retention of Government accommodation would be issued by this office to the officer appointed on the above referred post. However, those officers who have served and are currently serving on Central Staffing Scheme post in Delhi for at least four years and require to retain Government accommodation, would be issued a certificate to the effect that the officer concerned has served at least four years on CSS post and he/she needs to retain the Government accommodation for his/her tenure given on this Non-CSS post

5. It is requested that the application(s) of the eligible officer(s) may please be forwarded/e-mailed so as to reach this Department by 15.05.2025.

Yours faithfully,

16/04/25
(Anni Kanmani Joy)
Deputy Secretary to the Government of India
Email: dir.mm@nic.in

Copy to:

1. Ministry of health & Family Welfare [Ms. Neelam, Under Secretary, Nirman Bhawan, New Delhi], w.r.t Letter No V-16020/155/2016-IN-I dated 08.04.2025.
2. PS to Deputy Secretary(MM) for uploading through bulk e-mail system.


16/04/25
(Anni Kanmani Joy)
Deputy Secretary to the Government of India

Bio-Data

1.	Name	:			
2.	Date of Birth	:			
3.	Service and Cadre(whenever applicable)	:			
4.	Batch	:			
5.	Contact Telephone No. (O) (R) (M)				
6.	Domicile				
7.	Educational Qualifications	:			
8.	Date of joining of Govt. Service				
9.	Present designation and pay scale				
10.	Period of continuous appointment on the present post				
11.	Date of grant of Level 12 or Grade Pay of 7600/-				
12.	Date of grant of Level 13 or Grade Pay of 8700/-(if applicable)	:			
13.	Date of superannuation				
14.	Complete Experience/Posting Profile	:			
S.No	Period	Post held/Organization	Cadre post/Deputation post	Place of Posting	Brief Description
15.	Whether clear from Vigilance Angle		:	Yes/No	
16.	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation		:		
17.	Whether the officer is debarred from deputation under the Central Staffing Scheme.		:		

18. Certified that the above particulars are correct and complete.

Signature of the applicant

Date: _____

Signature
Name/Designation & Rubber Stamp
of officer certifying the above Particulars

Note:

Columns 1-14 to be filled in by applicant.

Columns 15-18 to be filled in by Ministry/Department concerned